



**CITY OF JANESVILLE  
BONFIRE PERMIT REQUEST**

**Submit this request with fee to the Parks & Recreation office, 18 N. Jackson St., 1<sup>st</sup> Floor**

To: Sue North, Fire Marshal  
From: Janesville Recreation Division

Date: \_\_\_\_\_

**Permit Fee: \$12.00**

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City Zip

Date of Event: \_\_\_\_\_ Time: From: \_\_\_\_\_ To: \_\_\_\_\_

Purpose: \_\_\_\_\_

Location: ☐ Upper Palmer Park.....**THIS PARK AREA CLOSSES at 9:00 P.M.**

Location: ☐ Other Location (specify): \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

The above individual is requesting a bonfire permit. The applicant understands that he/she is responsible to conduct safe practices, including provisions to completely extinguish the fire before leaving the park. Firewood is provided by the applicant.

The applicant must contact the emergency dispatch center at 757-2244 before beginning, and also when the activities are completed. The applicant must have a fire extinguisher available within 100 feet of the fire, provide for adult supervision, contain the fire in an area where it cannot spread, and use no gasoline or similar material to start the fire. The material to be burned should not give off large flying embers.

The following information is provided for reference:

GENERAL ORDINANCE 8.36.040: A. Notwithstanding any other provision of the ordinance of the city, the Fire chief or his designated representative may issue a permit to an organization to burn campfires. Such permit may only be issued upon application stating the limited time and limited area in which such campfires are to be built. Such application must describe the plan for supervision of such activities and must be signed by the person who will be responsible for such supervision. All fires, campfire or otherwise, burned at any other place or at any other time must comply with all other regulations of the ordinances of the city or they are not allowed.

GENERAL ORDINANCE 8.36.090: Any person who violates any of the provisions of this chapter shall pay to the city a forfeiture not exceeding fifty dollars, together with the costs of prosecution for each offense, and in default of the payment of such penalty shall be imprisoned in the county jail not to exceed thirty days. Each day during which any such violation continues shall be deemed a separate offense.

For office use only:  
pd: ca ck cc

Sent to FD: \_\_\_\_\_

For JFD use only: S/C Office  
911 Dispatch